



Title I-Part A (Basic Program), Improving the Academic Achievement of the Disadvantaged--Uses of Funds

All uses of funds must be in conformity with EDGAR (34 CFR Parts 74-86), and Requirements of NCLB Act of 2001, Sec 1120A: Maintenance of Effort, Comparability of Services, and Supplement-Not-Supplant.

Required Uses of Title I Funds:

Highly Qualified Teachers as defined in NCLB, Section 9101(23) — 5-10 percent of the local educational agency's (LEA) Title I allocation (SY 2002-03) and not less than 5 percent thereafter must be spent to help non-highly qualified teachers become highly qualified by the end of SY 2005-06, and nonqualified instructional paraprofessionals in Title I supported programs become qualified by the end of SY 2005-2006, unless a lesser amount is needed. LEAs must provide documentation to their NCLB field service consultants if an amount less than 5% is needed.

Professional Development for Schools in School Improvement (SI) Status, NCLB, Section 1116 — 10 percent of the SI school's Title I building allocation must be spent on professional development to address the academic achievement problems that caused the school to be identified for School Improvement.

Professional Development for Districts in Improvement Status, NCLB, Section 1116(c)(7)(A)(iii) — 10 percent of the LEA's Title I allocation must be spent on professional development for districts identified by the Tennessee Department of Education as being in Improvement status, starting in SY 2005-06. This may include funds already reserved for building-level professional development for schools in SI status but may not include funds reserved for professional development to achieve highly qualified teachers as defined in NCLB, Section 9109(23).

Parental Involvement, NCLB Section 1118 — 1 percent of the LEA's Title I allocation (if over \$500,000) must be used for parental involvement. 95 percent of the 1 percent must be made available to the individual Title I buildings for their use.

Nonpublic School Services, NCLB, Section 1120 — The minimum amount of Title I-A funds a building must use for nonpublic school services is the number of low-income nonpublic school

students residing in the Title I-funded attendance area and in the grade levels of the Title I-funded school multiplied by the corresponding Title I-served building's Per Pupil Amount (PPA). If the LEA also does a set-aside for salary differential, professional development, or parental involvement, the LEA must calculate the corresponding per child amount of that set aside that should be used for nonpublic school service. LEA-hired teachers who instruct nonpublic school students should be included in the LEA's, Schoolwide programs, and Title I-funded professional development activities.

Building Allocations, NCLB, Section 1113 — An LEA must use Title I, Part A funds only in eligible school/attendance areas and according to the ranking order required by law.

Allowable Schoolwide Uses of Funds

The law provides many flexibilities and opportunities for LEAs and schools to meet the purpose of Title I-Part A. In Schoolwide Program schools, Part A funds may be used for research based activities that are part of the building's Schoolwide Program plan. It is also recommended that funds be targeted to the Title I program goal — all students will be proficient in reading and mathematics by SY 2013-14.

The limits listed under Allowable Targeted Uses of Funds for administration, supplies and equipment also apply to the Schoolwide Budget.

Allowable Targeted Uses of Funds

In Targeted Assistance schools, Part A funds can be used to meet the needs of only Title I served children and must be listed in the LEA's Consolidated Application.

Some allowable targeted costs are included below. This is not an exhaustive list. See the *Education Department General Administrative Regulations (EDGAR)*, 34 CFR Parts 74-86, for the complete list.

- **Employee salaries and benefits** — for the time devoted and identified specifically to the performance of the Part A program, if in the approved Consolidated Application and the costs are always distributed equitably to the Part A grant and to other activities. LEAs must maintain appropriate time distribution records for any employee who works on Part A duties but also has other duties. The recommended limit for administrative salaries/benefits, and other administrative expenses is what is reasonable and necessary for the proper and efficient performance and administration of the program.
- **Professional development** — if specifically related to the Part A program, designed to meet the specific educational needs of Part A participants, and supplements rather than supplants, state and local training. Teachers whose professional development is paid by Title I, Targeted Assistance, must have Part A participants in their classroom. See also Required Uses of Fund above for professional development.
- **Supplies and educational materials** — if reasonable and acquired/consumed specifically for the purpose of the Title I-Part A program. The LEA must document the

details of the supplies and the reason for the purchases.

- **Equipment** — if 1) necessary to effectively operate Title I-Part A programs, 2) existing equipment will not be sufficient and 3) the costs are reasonable. The LEA must document the details of the equipment and the reason for the purchases and request approval in writing from its consultant if the equipment costs over \$5,000.
- **Travel and conference costs** — if specifically related to the Title I-Part A program and not to the general needs of the LEA or school and are reasonable and necessary.
- **Maintenance/operation costs** — (such as janitorial and utility costs) to the extent that costs are not otherwise included in rent or other charges for space, are reasonable and necessary for the success of the Title I-Part A program, and are distributed on an equitable basis.
- **Rental/lease of buildings** — if the space is necessary for the operation of the program and space in publicly owned buildings is not available.
- **Interest on lease purchase agreements** — if in accordance with cost principles of OMB Circular A-87.
- **Refreshments for parent meetings/trainings** — if reasonable, particularly when such sessions extend through mealtime.
- **Indirect costs**-- if approved and on file with the Tennessee Department of Education and costs included are in compliance with EDGAR.

Allowable Use of Title I for School Improvement PSC and SES

School Improvement (Sec. 1116) costs may be paid from the Schoolwide or Targeted Assistance budgets up to the levels indicated. If the district chooses to pay these costs out of local funds rather than Title I, it should document that.

- An amount equal to 5 percent of LEA Title I allocation for Public School Choice (PSC) transportation.
- An amount equal to 5 percent of LEA Title I allocation for Supplemental Educational Services (SES).¹ The LEA Per Child amount expended for these services must be the lesser of the two: 1) amount calculated by the Tennessee Department of Education or 2) actual costs of Supplemental Educational Services received by the student.
- An amount equal to the remaining 10 percent of the LEA Title I allocation for PSC transportation, Supplemental Educational Services, or both
- Total amount LEA spends must be equal to 20 percent of LEA Title I allocation, unless a lesser amount is required.

¹ The LEA Per Child amount for SES is not the same as the Per Pupil Amount (PPA) used for Title I building allocations. The LEA Per Child amount for SES is based on formula child counts, while the Per Pupil Amount for building allocations is based on free and reduced price meal applications. (For Community schools, the PPA may be similar to the LEA Per Child amount, since both are based on free and reduced price meal applications.)